



# Arkansas Department of Health

5800 West 10<sup>th</sup> Street Suite 800 • Little Rock, Arkansas 72204-1763 • Telephone (501) 661-2262

Governor Mike Beebe

Paul K. Halverson, DrPH, FACHE, Director and State Health Officer

## MEMORANDUM

TO: Emergency Medical Services Personnel (EMSP)  
Due for licensure renewal March 31, 2011

FROM: Norajean Miles Harrell, EMSP Licensure Administrator  
Section of EMS & Trauma Systems

DATE: January 5, 2011

RE: EMSP License Renewal

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Our records indicate your EMSP licensure will expire **March 31, 2011**. If your current card shows a different expiration date, please contact this office immediately!

### **DO NOT DEPEND ON ANYONE ELSE FOR YOUR RENEWAL!**

Renewal is viewed as an individual, not employer, responsibility. It is your responsibility to submit the required documentation to the Section of EMS & Trauma Systems in a timely manner. If your documentation is incomplete or received after your expiration date, your EMSP licensure will lapse. **Your licensure must be current in order to provide patient care on an ambulance.** If you continue to provide patient care past your expiration date, without having a current licensure, both you **and** the service you are affiliated with will be in violation of the EMS Rules & Regulations.

INDIVIDUALS WISHING TO RECEIVE THEIR NEW LICENSURE CARD BY March 31, 2011 SHOULD SUBMIT ALL RENEWAL MATERIALS TO THIS OFFICE FOR REVIEW **NO LATER THAN March 15, 2011.**

*Extensions are rarely granted and must be submitted and approved thirty (30) days prior to your expiration date. Please read the enclosed extension policy carefully.*

If you have any questions, please feel free to contact the office at (501) 661-2262.

Enclosures: Arkansas EMSP Application (bubble form)  
Extension Policy  
Renewal Sheet  
Arkansas EMSP Application/Instruction Sheet  
County Code list  
Address and signature requirements  
Paramedic Refresher Training Hours List

